

Worcester Jobs Fund Oversight Committee

March 13, 2019

10:00 a.m.

IBEW; 242 Mill Street, Worcester, MA 01602

Meeting Minutes

WJF Oversight Committee Attendance: David Minasian, Maritza Cruz, Karen Pelletier, Isabella Gonzalez-Webster, Karen King, Thomas Maloney, Maritza Cruz, and Jeffrey Turgeon

WJF Staff: Theodora Twumasi-Ankrah

- The meeting was called to order after a quorum was established.

Welcome and Introductions:

- All attendees introduced themselves, their positions and their organizations.

Approval of February 13, 2019 Meeting Minutes

- The meeting minutes from February 13, 2019 at 242 Mill Street were reviewed and unanimously accepted via a motion by K. King and seconded by I. Gonzalez-Webster.

WJF Financial Update:

- J. Turgeon presented financial updates on the Worcester Jobs Fund, Washington Square, and MA Department of Transportation (DOT) funding. J Turgeon confirmed that the Washington Square funding can be carried over into the next fiscal year.
- K. Pelletier described the role the Worcester Jobs Fund had with the 8 culinary participants.

WJF Director Report with Program Updates:

- J. Turgeon offered updates on FY 18 and FY 19 training programs including soft skills, employer, biomanufacturing, CDL, and Worcester Building Pathways trainings. J. Turgeon highlighted 2 CDL B graduates who have been employed for over \$20/hr. with Twin Peaks Construction and Riley Brothers. J. Turgeon also highlighted one Biomanufacturing graduate who was employed by Bramber Bio for \$22/hr.
- I. Gonzalez-Webster suggested that qualitative data such as client success stories and employer engagement activities also be included in the report to be shared in the newsletters, featured sites, etc.
- K. King discussed the benefits of providing childcare on site for trainings, including evening trainings such as the Precision Measurements class. I. Gonzalez-Webster mentioned licensing of childcare workers according to Department of Early Education and Care requirements.

Medical Office Administration Training:

- J. Turgeon provided a description of the open Medical Office Administration Bid due March 13, 2019. J. Turgeon explained that the bid review process will begin once all bids are in. K. Pelletier *The City of Worcester does not discriminate on the basis of disability, The MCRWB will provide auxiliary aids and service, written materials in alternative formats, and reasonable modifications in policies and procedures to persons with disabilities upon advance request. Please contact Jeff Turgeon at turgeonj@MassHireCentral.com or 508-799-1590, or the ADA Coordinator at disabilities@worcesterma.gov.*

discussed implementing a youth program similar to the Year Up program with local businesses. J. Turgeon suggested collaborating with different banks in Worcester that may be interested in implementing the program. I. Gonzalez-Webster supported continuing to explore the idea. D. Minasian suggested following-up with students in the YouthWorks Jobs Programs through local agency partners on the project.

TIF Applicant/WJF meeting Process:

- J. Turgeon opened a discussion to establish a framework to the meetings with Tax Increment Financing Plan applicants. D. Minasian suggested questions should be provided to applicants prior to meetings to help their understanding of the scope of the meeting. The proposed questions were unanimously approved.

Grant Opportunity-Re-Entry Workforce Development Demonstration:

- J. Turgeon explained the Re-Entry Workforce Development Demonstration Program grant opportunity through the Commonwealth Corporation. The initiative aims to improve workforce outcomes among individuals returning to their communities after incarceration. The grant program is funded through the General Appropriation Act in the Fiscal Year 2019 State Budget.
- K. Pelletier noted challenges and requirements for job seekers and employers related to Criminal Record Checks.

Adjourn:

- A motion to adjourn was made by D. Minasian, was seconded by I. Gonzalez-Webster, and was unanimously approved.

The next monthly meeting will be held Wednesday April 10, 2019 at 10:00 am.